



DIVISIONS
ENERGY
GAS AND OIL
GEOLOGY AND MINERAL RESOURCES
MINED LAND RECLAMATION
MINERAL MINING
MINES
ADMINISTRATION

COMMONWEALTH OF VIRGINIA

Department of Mines, Minerals and Energy

P. O. Drawer 900
Big Stone Gap, Virginia 24219-0900
(276) 523-8100 FAX (276) 523-8163
www.dmme.virginia.gov

August 29, 2014

Recruitment is Open to the General Public

POSITION: Minerals Specialist I

POSITION NO.: 00308

LOCATION: Southwest VA

STARTING SALARY: \$41,778 - \$70,000 (Band 5)

The Department of Mines, Minerals, & Energy is seeking a qualified individual to schedule and complete inspections at assigned mines, enforce laws, investigate accidents and complaints, offer assistance, provide safety talks, conduct training and formulate mine plans in accordance with laws, rules, and regulations. This position is uniformed and will be assigned underground and surface coal mines located in Southwest Virginia with a focus on Buchanan, Dickenson, Tazewell, and Russell Counties. This position has been designated as required to file a Statement of Economic Interests in accordance with Section 2.2-3114 of the Code of Virginia. Individual accepted for employment will have to pass a drug and alcohol test as part of the DMME pre-employment process.

TO QUALIFY: Virginia First Class Mine Foreman Certification. Considerable knowledge of mining operations, laws, rules, and regulations. Ability to prepare reports and records; communicate effectively, verbally and in writing. Work without close supervision and make sound independent decisions. Ability to crawl, stoop, climb, bend, walk long distances and work in confined spaces and at heights. Considerable experience using computer hardware and software applications. Have a valid driver's license and excellent driving record. Graduation from an accredited college or university with major study in mining related or engineering fields or a combination of experience and education indicating possession of the preceding knowledge, skills, and abilities. Applicant must successfully complete the Virginia Mine Inspectors Examination prior to being offered the position.

TO APPLY: All applications **MUST be submitted on-line** through the Commonwealth Recruitment Management System.

<https://jobs.agencies.virginia.gov>.

Telephone: (276) 523-8142; TTY/TTD: (800) 828-1120

ALL APPLICATIONS MUST BE RECEIVED ON-LINE BY 5:00 P.M., FRIDAY, SEPTEMBER 19, 2014

EQUAL OPPORTUNITY EMPLOYER
TDD (800) 828-1120 --- Virginia Relay Center